



Utilities Service Worker I

Utilities – Underground Utilities

UTIL-UG/7

JOB SUMMARY

This position assists in the repair and maintenance of the city's potable and reclaimed water distribution systems and wastewater collection systems. An incumbent in this position may be designated "Utilities Service Worker II," "Utilities Service Worker III," "Utilities Service Worker IV," or "Utilities Service Worker Trainee."

MAJOR DUTIES

- Performs repairs to the city's potable water distribution system.
- Performs repairs to the city's sewer collection system
- Performs repairs to the city's reclaimed water distribution system.
- Installs water and sewer taps; operates tapping machine.
- Installs mains, valves, hydrants, and other system components.
- Operates sewer jet to clean lines.
- Operates a variety of trucks and equipment.
- Operates a variety of hand and power tools.
- Pressure tests and disinfects water lines.
- Maintains mileage logs, daily work logs, meter change out logs, etc.
- Responds to after-hours calls when serving on-call.
- Performs related duties.

KNOWLEDGE REQUIRED BY THE POSITION

- Knowledge of underground water, reclaimed water, and wastewater system maintenance and repair principles.

- Knowledge of meter functions.
- Knowledge of computers and job-related software programs.
- Knowledge of the streets and geography of the city.
- Skill in the operation of a variety of trucks and construction equipment.
- Skill in the operation of a variety of hand and power tools.
- Skill in prioritizing and organizing work.
- Skill in oral and written communication.

SUPERVISORY CONTROLS

The Underground Utilities Superintendent assigns work in terms of general instructions. The supervisor spot-checks completed work for compliance with procedures, accuracy, and the nature and propriety of the final results.

GUIDELINES

Guidelines include city ordinances and city and department policies and procedures. These guidelines are generally clear and specific but may require some interpretation in application.

COMPLEXITY/SCOPE OF WORK

- The work consists of related maintenance duties. Inclement weather and field conditions contribute to the complexity of the position.
- The purpose of this position is to maintain and repair the city's underground utility systems. Successful performance contributes to well-maintained and efficient water, reclaimed water, and wastewater systems.

CONTACTS

- Contacts are typically with co-workers, other city employees, vendors, customers, and the general public.
- Contacts are typically to give or exchange information, resolve problems, and provide services.

PHYSICAL DEMANDS/ WORK ENVIRONMENT

- The work is typically performed while intermittently sitting, standing, stooping, bending, crouching, or walking. The employee frequently lifts light and heavy objects, uses tools or equipment requiring a high degree of dexterity, and utilizes the sense of smell.

- The work is performed in a warehouse and outdoors, occasionally in cold or inclement weather. The employee is exposed to dust and dirt, machinery with moving parts, contagious or infectious diseases, and irritating chemicals. Work requires the use of personal protective equipment.

SUPERVISORY AND MANAGEMENT RESPONSIBILITY

None.

MINIMUM QUALIFICATIONS

- Possession of or ability to readily obtain a valid driver's license issued by the State of Florida for the type of vehicle or equipment operated.
- Trainee – Must have a standard high school diploma/GED; or vocational school; prefer some experience with underground water and sewer utilities.
- Utilities Service Worker I – Must have a standard high school diploma/GED; or vocational school; one (1) year of experience with underground water and sewer utilities. Must possess a Wastewater Collection System Operator, Level "C" from FW&PCOA; or FDEP Water Distribution System Operator License, Level 3; must have confined space entry training and certification.
- Utilities Service Worker II - Must have a standard high school diploma/GED; or vocational school; three (3) years of experience with underground water and sewer utilities. Must possess FDEP Water Distribution System Operator License, Level 3, and a Wastewater Collection System Operator, Level "C" from FW&PCOA; must have confined space entry training and certification.
- Utilities Service Worker III – Must have a standard high school diploma/GED; or vocational school; four (4) years of experience with underground water and sewer utilities. Must possess FDEP Water Distribution System Operator License, Level 2, and a Wastewater Collection System Operator, Level "C" from FW&PCOA; or FDEP Water Distribution System Operator License, Level 3, and a Wastewater Collection System Operator Level "B" from FW&PCOA; must have confined space entry training and certification.
- Utilities Service Worker IV - Must have a standard high school diploma/GED; or vocational school; three (3) years of experience with underground water and sewer utilities. Must possess FDEP Water Distribution System Operator License, Level 2, and a Wastewater Collection System Operator, Level "B" from FW&PCOA; must have confined space entry training and certification.

EMPLOYEE ACKNOWLEDGMENT

I hereby acknowledge receipt of the job description and certify that I meet the qualification requirements stated herein and I am able to perform the essential duties and responsibilities of this position. I acknowledge that in addition to the duties outlined above I may be required to perform additional duties.

Signature

Date